



**City of Clayton  
Parks & Recreation Commission Meeting  
Monday, March 4, 2013  
7:00 PM – The Center of Clayton  
Meeting Room C**

**----- Agenda Topics -----**

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<b>Topic</b>		<b>Notes</b>
1. Approval of Minutes	Mimi Deem	
2. Addresses from the Audience	Mimi Deem	
3. Shaw Park Master Plan Overlay	SWT	
4. Director's Report: -Tennis Center Management -Project Update -Ice Rink Study	Patty DeForrest	
5. Old Business/New Business	Mimi Deem	

**Attachments:**

Minutes – February 4, 2013  
Tennis Center Management Recommendation  
March Special Events Calendar

**Notes:**

Next Meeting: Monday, April 4, 2013

**CLAYTON PARKS AND RECREATION COMISSION MEETING**  
**Monday, February 4, 2013**  
**The Center of Clayton – Multipurpose Room C**

**Members present:** Ira Berkowitz, Brad Bernstein, Mimi Deem, Marguerite Garrick, Laurel Harrington, Michelle Harris, Darryl Higuchi, Eric Schneider and Mark Stapleton.

**Absent:** Patty DeForrest, Andrea Maddox-Dallas and Melanie Tamsky

*Also Present:* Eric Gruenenfelder, Tim Hohenstein and Denise Ucinski.

**Approval of Minutes:**

Minutes from the December and January meeting were approved as written.

**Addresses from the Audience:**

There were no addresses from the audience.

**Draft Procedures – Youth Sports:**

Mr. Gruenenfelder and Mr. Hohenstein discussed the plans to change the registration process for youth sports leagues. Currently, children are registered individually and then assigned to teams during the coach's draft. The new process which will start with the 2013 Youth Soccer and Youth Volleyball season, will involve complete teams registering for the leagues. Reasons for the change are: the current draft process has become a superfluous process, requests for change in the process have been on-going, and the elimination of a position in the Athletic Department, processes and task were evaluated; staff estimated that the change will save approximately 80 hours of work each sport season.

Mr. Gruenenfelder explained that coaches have been arriving at the draft with specific list of children who they want on their team. Once the registration deadline passes, staff has to field many phone calls from parents, track down missing information from registered participants and execute waitlist procedures. After staff makes changes to team rosters they are sent out to coaches and parents. When parents receive the rosters and practice times, staff spends an inordinate amount of time returning calls about team assignment and for a variety of other reasons.

The new process will make coaches responsible for finding the players for their teams and completing the registration process. Mr. Gruenenfelder and Mr. Hohenstein stated that the only thing changing is the process. The City's Youth Leagues will remain recreational, have the same benefits, uniforms, practice time, equipment and players will still get equal playing time. Individual registration will still be accepted for individuals who are unable to find a team or who may be new to the area. The coaches will be informed that the City has the right to add players to their existing teams. Kindergarten soccer and baseball registration will not change; every child will be registered individually.

Mr. Hohenstein told the Commission about the communication plan that is being developed in order to ensure schools, coaches and parents are aware of the upcoming Youth League changes. The Athletic and Facilities Department is taking the necessary step to set themselves up for success prior to these changes, and will stress the importance of rec leagues to the coaches in all of their communications.

Commission member discussed their thoughts about the registration change. Mr. Bernstein stated that he totally disagrees with changing the way Clayton forms teams. He said he believes the change will make Clayton leagues more like select leagues. Further, Mr. Bernstein feels like this situation will change the vision of Parks and Recreation. Ms. Deem responded by saying sports are about friends, especially in middle school and not about who is the best player on the team. She also said if the process is not working it is a good idea to tweak it. The majority of the Commission members stated that the draft was very time consuming and was not an effective way of selecting teams for a variety of reasons. The Commission will trust that staff will continue to help their coordinators, coaches and referees understand the philosophy of recreational leagues. Mr. Gruenenfelder reiterated the fact that

staff will continue to keep a close eye on things, make sure rules are being enforced and nothing is jeopardized with the leagues. At the end of the discussion, it was noted that this change will be good for the coaches, parents and participants.

### **Director's Report:**

Project Update – The Shaw Park Master Plan Overlay Committee has met a few times. Ms. Garrick and Ms. Deem said the meetings will take place until June. Ms. DeForrest will try to get SWT to attend the March meeting to talk about the overlay process.

-Shaw Park Recreational Trail: this project is slated to begin on March 11. The City has final approval from MSD. Construction will begin on the east side of the park by field six and will be completed in different phases so the park will not be torn up all at once.

-Hanley House Porches: Both porches are up and now construction staff are working on the ramp. On April 4 from 4:30-6:30 pm there will be a cocktail hour at the Hanley House to dedicate the porches.

-Hanley House Windows: The Wilson Company has been hired to do the window project.

-Enterprise Holdings Pavilion: In February bids were opened; unfortunately the lowest bid was \$300,000 over budget. A meeting was held with the lowest bidder to find out if something in the bid was misunderstood. This was not the case so staff is meeting with Christner to discuss cutting items from the design. A meeting will also be held with Enterprise to provide them with possible design options.

-The James Surls art piece is scheduled to be installed on time.

The Clayton Century Foundation designated \$30,000 to fund the Shaw Park Ice Rink design. Ms. DeForrest will contact Jacobs to get a cost estimate. Ms. DeForrest will see if Jacobs can be at the April meeting to discuss the ice rink design. Mr. Gruenenfelder said Ms. DeForrest asked him to mention that a couple of Commission member will be needed to serve on an ice rink committee.

-Ice Rink Update: Mr. Gruenenfelder reported that the 2012-2013 ice rink season is going very well; skate rental, daily admission and ice rental revenue are all already exceeding FY13 revenue projections. The Mid-State Hockey Tournament was a success. Skate with Ralph Clayton will be held on Friday, February 22.

-Tennis Center: A request for proposal was sent out for tennis center services. The City received three proposals, which are currently being reviewed by staff. Interviews with the service providers are taking place too.

-The Center of Clayton: Membership sales numbers were up in December and January. Excess fitness equipment was sold on govdeal.com. Fitness staff was hoping for \$1,200 in sales, but made over \$3,600.

### **Old Business / New Business**

Ms. Deem announced that the Centennial Trail Dedication will be held on Friday, April 26 at noon.

Meeting adjourned at 8:00 pm

Respectfully Submitted By: Denise Ucinski



### **City of Clayton's March 2013 Special Events**

**Saturday, March 2 – Winter Farmer's Market:** Join us at Clayton's Winter Market at The Center of Clayton. You'll find the same high quality products you've enjoyed all season. The market is open from 8:30 am-12:30 pm.

**Saturday, March 9 – CCF – Community Trivia Night:** Join friends and neighbors to test your trivia knowledge at this event, hosted by CCF History at St. Joseph's Catholic Church. Proceeds will benefit CCF History. Doors open at 6:15 pm, the event begins at 7:00 pm.

**Wednesday, March 20 – History Speaker Series:** Sharon Smith, curator at the Missouri History Museum, will present *The 1904 World's Fair, Clayton and Washington University*. Co-sponsored by the CCF and the Congress of the South 40 this event will begin at 7:00 pm and will feature World's Fair cuisine. RSVP requested: [sumlauf@claytonmo.gov](mailto:sumlauf@claytonmo.gov).

**Friday, March 22 & Saturday, March 23 – Electronic Recycling Event:** The City of Clayton Public Works Department and Ecology and Environmental Awareness Committee are sponsoring the 9<sup>th</sup> annual Electronic Recycling Event in the South Parking Lot of Shaw Park with its partner Web Innovations & Technology Services (WITS), a non-for-profit organization. Businesses and residents may dispose of computers, printers, phones, pagers, fax machines, small appliances, copy machines and televisions. WITS guarantees secure Department of Defense removal of all data on reusable computers. WITS also guarantee that all non-reusable items will be recycled appropriately, and that they will not be put into the landfill. All donations are tax deductible. Electronics may be dropped off on Friday between 7:30 am-5:00 pm and Saturday between 10:00 am-4:00 pm

**Saturday, March 23 – Bunny Hop:** Join us for a morning of fun at Shaw Park for the Bunny Hop. There will be a petting zoo, lots of eggs to gather for your basket and fun crafts. Mr. Bunny will be the special guest. This event is from 10:00 am-11:30 am.

**Saturday, March 23 – Firehouse Movie Night:** *Hop* will be shown at the City of Clayton Firehouse from 6:00 pm-8:00 pm. Come early to see the fire trucks and meet the firefighters; doors open at 5:30 pm. This is a free family event! Soda will be for sale; free popcorn will be available while supplies last.



DATE: February 21, 2013

TO: Parks & Recreation Commission  
Board of Aldermen

FROM: Patty DeForrest, Director of Parks & Recreation  
Eric Gruenenfelder, Superintendent of Recreation

RE: Shaw Park Tennis Center Services

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The Parks & Recreation Department sought proposals from companies to provide tennis program and facility services at the Shaw Park Tennis Center. Staff received proposals from Dwight Davis Tennis Center, Frontenac Racquet Club and Sunset Tennis Center.

After reviewing the proposals and interviewing the service providers, staff recommends entering into a contract with Frontenac Racquet Club for a number of reasons:

- Frontenac Racquet Club submitted the best financial proposal, guaranteeing the City of Clayton \$20,000 and 10% of gross revenue above \$44,000. A chart listing net revenue for the Shaw Park Tennis from FY 07 to FY11 is included below. As you can see, the \$20,000 guarantee exceeds our net revenue for FY11 and is similar to that of FY10. We believe that, with good management and programming, there is the potential additional revenue generation. In addition, other costs associated with personnel and administration of the program will be reduced.

**Shaw Park Tennis Center Net FY07 – FY11**

	<b>FY07</b>	<b>FY08</b>	<b>FY09</b>	<b>FY10</b>	<b>FY11</b>	<b>Average</b>
Revenue	\$66,205	\$65,951	\$73,459	\$53,396	\$43,803	\$60,363
Expenditures	\$42,196	\$40,572	\$37,854	\$32,054	\$27,822	\$36,100
<b>Net</b>	<b>\$24,009</b>	<b>\$25,379</b>	<b>\$35,605</b>	<b>\$20,342</b>	<b>\$15,981</b>	<b>\$24,263</b>

- We believe Frontenac Racquet Club will provide the best comprehensive tennis program, offering program opportunities from beginner to tournament caliber players.
- Frontenac Racquet Club is a known commodity in Clayton. The Clayton High School Tennis Coach estimates that of the residents who play tennis indoors in the winter, 75% belong to Frontenac Racquet Club.
- Staff felt a better working relationship would be developed with the Frontenac Racquet Club. Staff also met and was impressed by Peter Hantack, the head tennis coach at Maryville University, who will be assigned to manage and be the Head Pro at the Shaw Park Tennis Center.
- The owner at Frontenac Racquet Club, Terry Ward, has been on the Board of Directors with the United States Tennis Association both on a national and district level.
- Terry Ward has had a good working relationship with the Clayton High School Tennis Coach and understands and appreciates the partnership the City has with Clayton School District.

The Parks and Recreation Department has been able to build a good beginner tennis program in Clayton, but has been unable to provide the next level of tennis instruction due to the quality of Pros the City was able to hire. The better Pros are working for these larger tennis organizations or County Clubs. Entering into a contractual agreement with Frontenac Racquet Club will provide the City with the higher caliber of Pros that will take the tennis programming to the next level, while still offering the basic introductory program for the beginner tennis player.

In addition, this contractual agreement was a target of the Athletics & Facilities Department's Transition Plan when Elizabeth Hickox left and her position was not replaced.

It is our intention to enter into a one year agreement with Frontenac Racquet Club for the remainder of the 2013 calendar year. If this partnership proves to be beneficial to the community, an extension will be considered.